



Republic of the Philippines  
Department of Health  
**OFFICE OF THE SECRETARY**

October 12, 2022

**DEPARTMENT CIRCULAR**

No. 2022 - 0584

**TO: ALL MEDICAL DIRECTORS OF MEDICAL FACILITIES FOR OVERSEAS WORKERS AND SEAFARERS (MFOWS) SERVING SEAFARERS OR SEABASED CLIENTS AND OTHER CONCERNED**

**SUBJECT: New Guidelines in the Recognition of Authorized Medical Practitioners in the Issuance of Pre-Employment Medical Examinations (PEME) Certificates for Seafarers**

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Pursuant to Regulation 1/9 on Medical Standards of the International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended (STCW Convention, 1978, as amended), Department Circular (DC) No. 2018-0445, titled "*Recognition of Authorized Medical Practitioners in the Issuance of Pre-Employment Medical Examination (PEME) Certificates for Seafarers,*" dated October 15, 2018 was issued. The DC mandates that all medical practitioners/physicians of Medical Facilities for Overseas Workers and Seafarers (MFOWS) serving seafarers or seabased clients shall be authorized by the Department as recognized medical practitioners (RMPs).

However, the renewal of recognition of the medical practitioners/physicians and monitoring of the same were not included in the Circular. In light of the aforementioned concerns, the following are new guidelines for the RMPs:

- A. Only physicians affiliated or employed with a DOH-accredited MFOWS shall be recognized as medical practitioners in this Circular. PEME of seafarers shall be conducted in a DOH accredited MFOWS.
- B. The following are the requirements for the Recognition of Medical Practitioners (RMPs).
  1. Initial
    - a. Certificate/Letter of endorsement from MFOWS
    - b. Certified true copy (one set) of the following documents for each medical practitioner/physician listed:
      - i. Valid PRC ID
      - ii. Notarized Contract of Employment or Appointment
      - iii. Certificate of Attendance on Maritime Occupational Safety and Health (MOSH) under DOLE Accredited Training Organization
      - iv. Proof showing that the applicant has at least 2 years in active practice in general medicine
  2. Renewal
    - a. Certificate/Letter of endorsement from MFOWS
    - b. Certified true copy (one set) of the following documents for each medical practitioner/physician listed:
      - i. Valid PRC ID

ii. Notarized Contract of Employment or Appointment

- C. The validity of recognition of a medical practitioner shall adopt the validity of his/her PRC ID.
- D. The recognition of a medical practitioner is non-transferrable.
- E. The DOH shall encode in the current MARINA's system the information of the approved recognized medical practitioners within three (3) working days from the approval of the recognition of the RMP.
- F. The recognition of a medical practitioner shall be considered invalid in the following circumstances:
  - 1. The RMP is no longer connected with the MFOWS, which endorsed him/her for recognition.
  - 2. The PRC ID of the RMP is already expired.
  - 3. The MFOWS that endorsed the RMP has an expired or suspended Certificate of Accreditation.
- G. The HFSRB shall be officially informed by the MFOWS of any changes in their affiliated or employed recognized medical practitioners within fifteen (15) days from such changes (use Annex A for delisting). Thereafter, the HFSRB shall update the MARINA's system.
- H. The submission of the above documents to HFSRB can be through either by the following channel:
  - 1. Via mail or courier
  - 2. Via email at [hfsrb@doh.gov.ph](mailto:hfsrb@doh.gov.ph)
- I. Monitoring of RMPs
  - 1. The MFOWS shall be required to submit yearly to HFSRB the number of patients/clients of the RMP in a month per MFOWS (use Annex B). The deadline for which shall be every 31<sup>st</sup> of March of the following year.
  - 2. On site monitoring of RMPs shall be done at the same time with the monitoring of MFOWS, which is at least once every three (3) years, in accordance with existing rules of the DOH.

Department Circular (DC) No. 2018-0445, is hereby repealed.

For strict compliance.

By Authority of the Secretary of Health

  
ATTY. CHARADE MERCADO-GRANDE  
OIC-Undersecretary of Health  
Health Regulation Team



Republic of the Philippines  
Department of Health  
**HEALTH FACILITIES AND SERVICES REGULATORY BUREAU**

**REQUEST FORM FOR DELISTING OF MEDICAL  
PRACTITIONERS/PHYSICIANS**

<b>Name of Medical Facility for Overseas Workers and Seafarers:</b>	
<b>Complete Address:</b>	
<b>Contact Number/s:</b>	
<b>Name of Medical Director:</b>	

<b>COMPLETE NAMES OF MEDICAL PRACTITIONERS FOR DELISTING</b>	<b>PRC ID NUMBER</b>	<b>DATE OF TERMINATION OF SERVICE</b>
1.		
2.		
3.		
4.		
5.		

\*Note: Additional rows may be added

Prepared by:

\_\_\_\_\_  
Signature over Printed Name

Date Signed: \_\_\_\_\_

Approved by:

\_\_\_\_\_  
Signature over Printed Name of Medical Director

Date Signed: \_\_\_\_\_



Republic of the Philippines  
Department of Health  
**HEALTH FACILITIES AND SERVICES REGULATORY BUREAU**

**ANNUAL MONITORING OF THE NUMBER OF PATIENTS/CLIENTS  
OF THE RECOGNIZED MEDICAL PRACTITIONER (RMP)**

<b>Name of Recognized Medical Practitioner:</b>	
<b>Name of Medical Facility for Overseas Workers and Seafarers:</b>	
<b>Complete Address:</b>	
<b>Contact Number/s:</b>	

Year _____	Number of Patients per Month
January	
February	
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	
<b>Average No. of Patients per Year</b>	

Prepared by:

\_\_\_\_\_  
Signature over Printed Name

Date Signed: \_\_\_\_\_

Approved by:

\_\_\_\_\_  
Signature over Printed Name of Medical Director

Date Signed: \_\_\_\_\_